

**VILLAGE OF NORTHFIELD  
BOARD OF TRUSTEES  
Minutes of November 13, 2007**

- I. **ROLL CALL:** Chair James Wilson, Trustees Samantha Baraw, Libby Hambleton, Thomas McCarney, and Richard Sutor. Also present were Village Manager Nanci Allard and Kathleen Lott (*Northfield News & Transcript*).

Chair Wilson called the meeting to order at 7:00 p.m.

- II. **PUBLIC PARTICIPATION (Scheduled):** None.

III. **ACTION ITEMS**

a. **Approval of Minutes**

1. **October 23, 2007 (Regular Meeting).** Motion by Trustee Sutor, seconded by Trustee McCarney, to approve the minutes. **Motion passed 5-0-0.**
2. **November 1, 2007 (Public Hearing).** Motion by Trustee Sutor, seconded by Trustee McCarney, to approve the minutes. **Motion passed 3-0-2, with Trustees Wilson and Hambleton abstaining.**

b. **Approval of Bills**

1. **Warrant # 10-08.** Motion by Trustee Hambleton, seconded by Trustee Sutor, to approve Warrant # 10-08 in the amount of \$327,438.06. **Motion passed 4-0-1, with Trustee McCarney abstaining due to the possible appearance of conflict of interest on warrant items.**

- c. **Capital Equipment Refunding Note (Highway Loader): \$14,446 @ 4.00% Interest.** Motion by Trustee Sutor, seconded by Trustee McCarney, to approve the note and adopt the resolution. **Motion passed 5-0-0.**

- d. **Streetlight Installation Request (Carpenter Street).** A letter was submitted to the Trustees requesting that a street light be placed on the utility pole outside 7 Carpenter Street. The estimated price is approximately \$11.92 per month for the streetlight but the cost of the light itself is undetermined. It is management's recommendation to approve the request. Motion by Trustee Sutor, seconded by Trustee McCarney, to honor the request. Trustee McCarney would like to know the installation cost for the light. Motion by Trustee McCarney, seconded by Trustee Sutor, to have item tabled until the next meeting until all Board members have an opportunity to look at the situation before a decision is made. **Motion passed 5-0-0.**

IV. **REPORTS**

a. **Village Manager**

1. **Norwich University Upgrade.** Manager Allard recently attended a meeting on this. There will be a delay in the installation of the new transformer and planned upgrades in the King Street Substation due to cold weather and the availability of qualified personnel to accomplish the job at this time. It will probably be the spring of 2008 when the upgrade is started. Norwich University is going forward with the construction of one additional dormitory but the other two are on hold. The new student center is up and running and is taking more electricity than they had planned.

2. **VELCO Equity Call.** At its June 12, 2007 meeting, the Board approved an agreement with VPPSA for them to borrow money and purchase stock for us. That went forth to the Public Service Board, which has ruled favorably. They made one change that was an extra layer of protection for us. When the agreement comes in, the Board needs to approve it and authorize Manager Allard to sign it.

**b. Committee Reports**

1. **Municipal Facilities Committee.** The Committee met and had several ideas. They are looking at other options since the bond vote was not approved. They now are looking at pre-fabricated buildings.

**c. Miscellaneous**

1. **Efficiency Vermont Project update:** The group will meet at Wall-Goldfinger on Thursday, November 15, 2007. Wall-Goldfinger has put in new energy efficient lighting and would like the group to see it.
2. **Water Project update:** The Board thanks you the voters that turned out. We plan to go out to bid in January 2008. We now are waiting for an update on the USDA funding.
3. **Auditors report.** They will make the presentation at the next regular meeting (11/27/07).
4. **Water Street:** The Board asked if the Zoning Administrator has looked into the required number of parking places per rental unit. Another concern is an old car transmission sitting on the bank of the river; with snow coming, the Board is worried that it may be pushed into the river with the plows.
5. **Village Wellfield.** Trustee McCarney would like a copy of Hydrogeologist Jeff Hoffer's report on the Wellfield from Manager Allard.
6. **Paving.** The Board would like a report on what was authorized, what was completed, and how much money is still available. Mark Holden (M.A. Holden Consulting, Inc.) was supposed to come in and evaluate the streets so that the Board would know what the priorities are for next year's budgeting purposes.

**V. PUBLIC PARTICIPATION (Unscheduled):** None.

**VI. ADJOURNMENT:** Motion by Trustee Sutor, seconded by Trustee McCarney, to adjourn. **Motion passed 5-0-0.**

The Board adjourned at 7:40 p.m.

Respectfully submitted,

*Samantha H. Baraw*

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next regular meeting.